



This code concerning the rights and responsibilities of everyone at Colwood School has been discussed with both students and staff.

We ask you to read the code with your child. Please sign this portion and return it to school.

CODE OF CONDUCT

I have read the **Code of Conduct** and I understand my rights and responsibilities to make Colwood School a safe and healthy place to be.

_____ Student's Name (please print)

Teacher: _____

I have read over the **Code of Conduct** with my child.

_____ Parent's/Guardian's Signature

_____ Student's Signature

_____ Date

**Colwood School
Mission Statement**

The staff at Colwood are committed to providing safe and caring environments in which all learners can achieve academic excellence, personal growth and responsible citizenship. The staff will work in conjunction with students and parents to ensure that the school is a safe, supportive, challenging, caring environment in which all students can enjoy success.

At Colwood Elementary School it is expected that everybody CARES

- **Cooperate** - with peers, staff, parents, and guests to our school
- **Accept Responsibility** - for your learning as well as your behaviours
- **Respect** - yourself, your peers, the staff, guests to our school, school property, the property of others, and nature
- **Encourage Others** - support others to achieve to their fullest potential
- **Safety** - behave in a way that is safe for you as well as those around you

Students, staff, parents and guests to Colwood Elementary School have RIGHTS

- We have the RIGHT to learn.
- We have the RIGHT to be safe.
- We have the RIGHT to be heard.
- We have the RIGHT to be respected.
- We have the RIGHT to a clean, healthy environment.
- We have the RIGHT to physical and emotional well-being.

In order to make sure that all of our rights are met students, staff, parents, and guests to Colwood Elementary are RESPONSIBLE for ensuring that our school is a safe and caring environment.

At Colwood Elementary School, our *bottom lines* are:

▪ No defiance - <i>Do what school staff asks you to do without argument</i>
▪ No harassment - <i>Be kind to others</i>
▪ No violence - <i>Use supplies & equipment in a safe and appropriate way. Move your body around the school and playground in a safe way</i>
▪ No discrimination - Students at Colwood School will not discriminate against others from the below listed prohibited areas: race, colour, ancestry, place of origin, religion, marital status, family status, physical or mental disability, sex, sexual orientation, and age – <i>Accept people who are different from you</i>
▪ No theft - <i>Do not take other people's things</i>
▪ No vandalism - <i>Take care of the school building, playground, and the things in it</i>
▪ Cell phones and other electronics should be in your back pack or the office when you are at school
▪ Helmets must be worn when riding a bicycle, scooter or skateboard on school property. Riding is not permitted at the start and end of the school day due to heavy congestion.

Safe and caring school environments do not tolerate the presence of:

▪ Intoxicating substances
▪ Weapons and explosives, (such as knives or toy weapons)
▪ Intruders or trespassers

The effective management of student discipline is a necessity to establish safe and caring environments that foster student learning needs. Prevention and intervention strategies applied at the school level and supported at the District level are the foundations of a successful discipline program. Clear policy and regulations are essential to set standards and provide for consistency among all schools and for all students.

Responsibility for an effective discipline program is shared among many partners including the District, schools, students, parents/guardians, community groups, social agencies and the RCMP. The Board promotes understanding and acceptance of the interactive roles required to achieve safe and caring schools.

The following is a list of strategies that may be used at the school to deal with inappropriate conduct.

- Discussion with an adult to determine the reasons for and consequences of personal misconduct
- Review Colwood Code of Conduct to see which Rights and Responsibilities were neglected / Colwood CARES
- Loss of playground, lunchroom privileges at school, timeout, detention
- Written record of incident / completion of a conduct sheet by student
- Referral to the administration
- Inform parent / guardian through telephone conversation, letter, or Email of student misconduct and action taken
- Restitution
- Creation of a problem solving group
- Referral to School Based Team
- Referral to other agencies
- Suspension